

HAINES BOROUGH  
HAINES, ALASKA

# PUBLIC NOTICE

POSITION OPENING

## Museum Aide Sheldon Museum



The Haines Borough is accepting applications for a full-time seasonal Museum Aide. This position is under the direct supervision of the Museum Director and is responsible for conducting tours, interpreting local history, assisting with special projects, and overseeing gallery operations, as assigned. The work schedule will be flexible including some nights, weekends, and holidays. Start date will be as soon as possible, and the duration is generally through the summer tourist season.

**Minimum Qualifications:** High school graduate or the equivalent. The ability to work the required flexible schedule. The position requires physical activity, lifting/moving objects, and the ability to negotiate stairs.

**Wage:** The starting wage is \$11.06/hour with SBS (in lieu of Social Security). Some benefits with optional union membership. All new employees are subject to a probationary period.

**Application Deadline:** Open until filled.

**Application Procedure:** Submit, via mail, fax, or email, a completed Haines Borough application form. The application and job description may be found at [www.hainesalaska.gov](http://www.hainesalaska.gov) or by contacting:

Office of the Borough Clerk  
P.O. Box 1209, Haines, AK 99827  
Haines Borough Administration Building, 103 S. Third Ave.  
Phone: 907-766-2231 Fax: 907-766-2716  
[jcozzi@haines.ak.us](mailto:jcozzi@haines.ak.us) or [kkielsmeier@haines.ak.us](mailto:kkielsmeier@haines.ak.us)